

# **STATE PERSONNEL BOARD CALENDAR**



**JUNE 5, 2007**

**SACRAMENTO**

# State of California

## Memorandum

**DATE:** May 25, 2007

**TO:** ALL INTERESTED PARTIES

**FROM:** STATE PERSONNEL BOARD – Executive Office

**SUBJECT:** Notice and Agenda for the **June 5, 2007**, meeting of the State Personnel Board.

PLEASE TAKE NOTICE that on June 5, 2007, at offices of the State Personnel Board, located at 801 Capitol Mall, Room 150, Sacramento, California, the State Personnel Board will hold its regularly scheduled meeting. Pursuant to Government Code section 11123, a teleconference location may be conducted for this meeting at 320 W. 4<sup>th</sup> Street, Los Angeles, California.

The attached Agenda provides a brief description of each item to be considered and lists the date and approximate time for discussion of the item.

Also noted is whether the item will be considered in closed or public session. Closed sessions are closed to members of the public. All discussions held in public sessions are open to those interested in attending. Interested members of the public who wish to address the Board on a public session item may request the opportunity to do so.

Should you wish to obtain a copy of any of the items considered in the public sessions for the June 5, 2007, meeting, please contact staff in the Secretariat's Office, State Personnel Board, 801 Capitol Mall, MS 52, Sacramento, California 95814 or by calling (916) 653-0429 or TDD (916) 654-2360, or the Internet at:

**<http://www.spb.ca.gov/calendar.htm>**

Should you have any questions regarding this Notice and Agenda, please contact staff in the Secretariat's Office at the address or telephone numbers above.

A handwritten signature in black ink, appearing to read 'Karen Yu', with a stylized flourish at the end.

Karen Yu  
Secretariat's Office

Attachment



## **CALIFORNIA STATE PERSONNEL BOARD MEETING<sup>1</sup>**

801 Capitol Mall  
Sacramento, California

Public Session Location – 801 Capitol Mall  
Sacramento, California, Room 150  
Teleconference – 320 West 4<sup>th</sup> Street<sup>2</sup>  
Los Angeles, California, Suite 620

Closed Session Location – 801 Capitol Mall  
Sacramento, California, Room 141  
Teleconference – 320 West 4<sup>th</sup> Street  
Los Angeles, California Suite 620

### **FULL BOARD MEETING – JUNE 5, 2007**

<sup>1</sup> Sign Language Interpreter will be provided for Board Meeting upon request - contact Secretariat at (916) 653-0429, or CALNET 453-0429, TDD (916) 654-2360.

<sup>2</sup>Pursuant to Government Code section 11123, a teleconference location may be conducted for this meeting at 320 West 4<sup>th</sup> Street, Los Angeles, California.

**FULL BOARD MEETING AGENDA<sup>3</sup>**

**JUNE 5, 2007**  
9:00 a.m. – 12:30 p.m.  
(or upon completion of business)

PLEASE NOTE: ALL TIMES ARE APPROXIMATE AND ARE SUBJECT TO CHANGE

**PUBLIC SESSION OF THE STATE PERSONNEL BOARD**

**(9:00 a.m. – 9:45 a.m.)**

1. **ROLL CALL**
2. **REPORT OF THE EXECUTIVE OFFICER – Suzanne M. Ambrose**
3. **REPORT OF THE DEPARTMENT OF PERSONNEL ADMINISTRATION (DPA)  
– DPA Representatives**
4. **REPORT OF THE CHIEF COUNSEL – Elise Rose**
5. **NEW BUSINESS**

Items may be raised by Board Members for scheduling and discussion for future meetings.

6. **REPORT ON LEGISLATION – State Personnel Board Staff**

The Board may be asked to adopt a position with respect to the bills listed on the legislation memorandum attached hereto.

**(9:45 a.m. – 10:15 a.m.)**

7. **ORAL ARGUMENT**

In the matter of **CASE NO. 05-2888PA**. Appeal from dismissal. Staff Services Analyst (General). Department of Consumer Affairs.

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<sup>3</sup> The Agenda for the Board Meetings can be obtained at the following internet address:  
<http://www.spb.ca.gov/calendar.htm>

**CLOSED SESSION OF THE STATE PERSONNEL BOARD PURSUANT TO  
COPELY PRESS, INC. v. SUPERIOR COURT (2006) 39 CAL. 4<sup>TH</sup> 1272**

**(10:15 a.m. – 10:45 a.m.)**

**8. ORAL ARGUMENT**

In the matter of **CASE NO. 06-0235A**. Appeal from dismissal. Correctional Officer. Department of Corrections and Rehabilitation.

**CLOSED SESSION OF THE STATE PERSONNEL BOARD**

**(10:45 a.m. – 11:00 a.m.)**

**9. EMPLOYEE APPOINTMENTS, DISCIPLINARY MATTERS, AND  
OTHER APPEALS**

Deliberations to consider matter submitted at prior hearing.  
[Government Code Sections 11126(d), 18653.]

**PUBLIC SESSION OF THE STATE PERSONNEL BOARD**

**(11:00 a.m. – 11:30 a.m.)**

**10. DRAFT POST REGULATIONS – Suzanne M. Ambrose, Executive Officer,  
California State Personnel Board**

A Discussion will be held regarding the Peace Officer Standards & Training Academy (POST) regulations.

**CLOSED SESSION OF THE STATE PERSONNEL BOARD**

**(11:30 a.m. – 12:00 p.m.)**

**11. EMPLOYEE APPOINTMENTS, DISCIPLINARY MATTERS, AND  
OTHER APPEALS**

Deliberations to consider matter submitted at prior hearing.  
[Government Code Sections 11126(d), 18653.]

**12. DELIBERATION ON ADVERSE ACTIONS, DISCRIMINATION COMPLAINTS, AND OTHER PROPOSED DECISIONS SUBMITTED BY ADMINISTRATIVE LAW JUDGES**

Deliberations on matters submitted at prior hearing; on proposed, rejected, remanded, and submitted decisions; petitions for rehearing; and other matters related to cases heard by administrative law judges of the State Personnel Board or by the Board itself. [Government Code Sections 11126 (d), and 18653 (2).]

**13. PENDING LITIGATION**

Conference with legal counsel to confer with and receive advice regarding pending litigation when discussion in open session would be prejudicial. [Government Code sections 11126(e)(1) and 18653.]

Patrick McCollum v. State of California  
United States District Court, Northern District of California  
Case No. C 04-03339 CRB

Plata, et al. v. Schwarzenegger, et al.  
Case No. C01-1351 THE

Colocousis, et al. v. State Personnel Board, et al.  
Sacramento Superior Court Case No. 07CS00461

**14. RECOMMENDATIONS TO THE LEGISLATURE**

Deliberations on recommendations to the legislature.  
[Government Code section 18653.]

**15. RECOMMENDATIONS TO THE GOVERNOR**

Deliberations on recommendations to the Governor.  
[Government Code section 18653.]

**PUBLIC SESSION OF THE STATE PERSONNEL BOARD**

**(12:00 p.m. – Onwards)**

**16. DISCUSSION OF UPCOMING BOARD MEETING SCHEDULE OF JUNE 19, 2007, IN SACRAMENTO, CALIFORNIA**

**BOARD ACTIONS:**

17. **ADOPTION OF THE STATE PERSONNEL BOARD SUMMARY MINUTES OF MAY 8, 2007**
18. **EVIDENTIARY CASES - (See Case Listings on Pages 11–19)**
19. **RESOLUTION EXTENDING TIME UNDER GOVERNMENT CODE SECTION 18671.1 EXTENSION - (See Agenda on Pages 26–27)**
20. **NON-EVIDENTIARY CASES - (See Case Listings on Pages 19–23)**
21. **NON-HEARING CALENDAR**

The following proposals are made to the State Personnel Board by either the Board staff or Department of Personnel Administration staff. It is anticipated that the Board will act on these proposals without a hearing.

Anyone with concerns or opposition to any of these proposals should submit a written notice to the Executive Officer clearly stating the nature of the concern or opposition. Such notice should explain how the issue in dispute is a merit employment matter within the Board's scope of authority as set forth in the State Civil Service Act (Government Code section 18500 et seq.) and Article VII, California Constitution. Matters within the Board's scope of authority include, but are not limited to, personnel selection, employee status, discrimination and affirmative action. Matters outside the Board's scope of authority include, but are not limited to, compensation, employee benefits, position allocation, and organization structure. Such notice must be received not later than close of business on the Wednesday before the Board meeting at which the proposal is scheduled. Such notice from an exclusive bargaining representative will not be entertained after this deadline, provided the representative has received advance notice of the classification proposal pursuant to the applicable memorandum of understanding. In investigating matters outlined above, the Executive Officer shall act as the Board's authorized representative and recommend the Board either act on the proposals as submitted without a hearing or schedule the items for a hearing, including a staff recommendation on resolution of the merit issues in dispute.

**A. BOARD ITEMS PRESENTED BY STATE PERSONNEL BOARD OR DEPARTMENT OF PERSONNEL ADMINISTRATION TO ESTABLISH, REVISE OR ABOLISH CLASSIFICATIONS, ALTERNATE RANGE CRITERIA, ETC.**

**SUPERVISING DENTIST, CORRECTIONAL FACILITY**

The California Department of Corrections and Rehabilitation proposes the establishment of a new classification titled Supervising Dentist, Correctional Facility, with a one year probationary period.

**B. ABOLISHMENT OF CLASSES THAT HAVE HAD NO INCUMBENTS FOR MORE THAN TWO YEARS. DEPARTMENTS THAT UTILIZE THE CLASS AS WELL AS THE APPROPRIATE UNION HAVE NO OBJECTION TO THE ABOLISHMENT OF THESE CLASSES.**

**THE DEPARTMENT OF PERSONNEL ADMINISTRATION AND STATE PERSONNEL BOARD** propose to abolish the following unused classifications, which have been vacant for more than twenty-four months. Departments that utilize the class as well as the appropriate union have no objection to the abolishment of these classes. When classes are proposed to be abolished which are part of a class series, and other classes within the series will continue to be used, the class specification is included in the board item.

**NONE**

**22. STAFF CALENDAR ITEMS FOR BOARD INFORMATION**

**NONE**

**23. CAREER EXECUTIVE ASSIGNMENT (CEA) CATEGORY ACTIVITY**

This section of the Agenda serves to inform interested individuals and departments of proposed and approved CEA position actions.

The first section lists position actions that have been proposed and are currently under consideration.

Any parties having concerns with the merits of a proposed CEA position action should submit their concerns in writing to the Classification and Compensation Division of the Department of Personnel Administration, the Merit Employment and Technical Resources Division of the State Personnel Board, and the department proposing the action.

To assure adequate time to consider objections to a CEA position action, issues should be presented immediately upon receipt of the State Personnel Board Agenda in which the proposed position action is noticed as being under consideration, and generally no later than a week to ten days after its publication.

In cases where a merit issue has been raised regarding a proposed CEA position action and the dispute cannot be resolved, a hearing before the five-member Board may be scheduled. If no merit issues are raised regarding a proposed CEA position action, and the State Personnel Board approves it, the action becomes effective without further action by the Board.

The second section of this portion of the Agenda reports those position actions that have been approved. They are effective as of the date they were approved by the Executive Officer of the State Personnel Board.



**A. REQUESTS TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS CURRENTLY UNDER CONSIDERATION**

**DEPUTY DIRECTOR, CENTER FOR INFECTIOUS DISEASES**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Deputy Director for Infectious Diseases develops, implements, and coordinates prevention-oriented health programs designed to protect and enhance the health of the citizens of California and is directly responsible for development and implementation of new or existing policies.

**ASSISTANT DEPUTY DIRECTOR, CENTER FOR INFECTIOUS DISEASES**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Assistant Deputy Director will manage the day-to-day operations of the Center for Infectious Diseases and assists in the planning, implementing, coordinating, evaluating, and managing of the CDPH Infectious Diseases programs.

**DEPUTY DIRECTOR, CENTER FOR CHRONIC DISEASE PREVENTION AND HEALTH PROMOTION**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Deputy Director manages and directs policy development on a wide range of public health and environmental health issues including chronic disease, injury control, environmental and occupational diseases.

**ASSISTANT DEPUTY DIRECTOR, CENTER FOR CHRONIC DISEASE PREVENTION AND HEALTH PROMOTION**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Assistant Deputy Director assists in the planning, implementation, coordination, evaluation, and management of the CDPH chronic disease, injury control, environmental and occupational diseases.

**DEPUTY DIRECTOR, CENTER FOR ENVIRONMENTAL HEALTH**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Deputy Director manages and directs policy and program development on a wide range of public and environmental health issues including Drinking Water, Environmental Management, Food, Drug, and Radiation Safety issues.

**ASSISTANT DEPUTY DIRECTOR, CENTER FOR ENVIRONMENTAL HEALTH**

The California Department of Health Services (CDHS), on behalf of the California Department of Public Health (CDPH) proposes to allocate the above position to the CEA Category. The Assistant Deputy Director assists in the planning, implementation, coordination, evaluation, and management of the CDPH environmental health programs

**B. EXECUTIVE OFFICER DECISIONS REGARDING REQUESTS TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS**

**CHIEF INFORMATION OFFICER**

The Department of Technology Service's request to allocate the above position to the CEA Category has been approved effective May 15, 2007.

**DEPUTY DIRECTOR, ADMINISTRATION**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, FINANCIAL MANAGEMENT BRANCH**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, HUMAN RESOURCES BRANCH**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, PROGRAM SUPPORT BRANCH**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**DEPUTY DIRECTOR, INFORMATION TECHNOLOGY SERVICES DIVISION (ITSD)**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, APPLICATION SUPPORT BRANCH, INFORMATION TECHNOLOGY SERVICES DIVISION (ITSD)**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, OFFICE OF CIVIL RIGHTS**

The California Department of Health Services' request on behalf of the California Department of Public Health to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**DEPUTY DIRECTOR, HUMAN RESOURCES**

The California Department of Corrections and Rehabilitation's request to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**CHIEF, OFFICE OF EXECUTIVE RECRUITMENT AND PROGRAM PERFORMANCE MANAGEMENT**

The California Department of Corrections and Rehabilitation's request to allocate the above position to the CEA Category has been approved effective May 14, 2007.

**PROGRAM MANAGER, STRATEGIC SOURCING PROGRAM**

The Department of General Services' request to allocate the above position to the CEA Category has been approved effective May 11, 2007.

**DEPUTY DIRECTOR, ELECTRICITY SUPPLY ANALYSIS DIVISION**

The California Energy Commission's request to allocate the above position to the CEA Category has been approved effective May 7, 2007.

**CHIEF DELIVERY OFFICER, TRANSPORTATION DELIVERY PROGRAM**

The Department of General Services' request on behalf of the California Transportation Commission to allocate the position to the CEA Category has been approved effective May 11, 2007.

**24. EMPLOYEE APPOINTMENTS, DISCIPLINARY MATTERS, & OTHER APPEALS**

Deliberations to consider matter submitted at prior hearing. [Government Code sections 11126(d), 18653.]

- 25. WRITTEN STAFF REPORT FOR BOARD INFORMATION**
- 26. PRESENTATION OF EMERGENCY ITEMS AS NECESSARY**
- 27. BOARD ACTIONS ON SUBMITTED ITEMS – (See Agenda on Pages 24–25)**

These items have been taken under submission by the State Personnel Board at a prior meeting and may be before the Board for a vote at this meeting. This list does not include evidentiary cases, as those are listed separately by category on this agenda under Evidentiary Cases.

## **A D J O U R N M E N T**

## 18. EVIDENTIARY CASES

The Board Administrative Law Judges conduct evidentiary hearings in appeals that include, but are not limited to, adverse actions, medical terminations, demotions, discrimination, reasonable accommodations, and whistleblower complaints.

### A. BOARD CASES SUBMITTED

These items have been taken under submission by the State Personnel Board at a prior meeting. Cases that are before the Board for vote will be provided under separate cover.

(1) **CASE NO. 05-2211A**

Appeal from dismissal

**Classification:** Senior Tax Compliance Representative

**Department:** Employment Development Department

Proposed decision rejected September 20, 2006.

Transcript prepared.

Pending oral argument February 6-7, 2007, Los Angeles.

Oral argument continued

Pending oral argument March 6-7, 2007, Sacramento.

Oral argument rescheduled to March 2, 2007, Sacramento.

Oral argument heard March 2, 2007.

Case ready for decision by FULL Board.

(2) **CASE NO. 06-1433**

Appeal from official reprimand

**Classification:** Correctional Officer

**Department:** Department of Corrections and Rehabilitation

Proposed decision taken under submission December 5, 2006.

(3) **CASE NO. 05-0929PA**

Appeal from rejection during probation

**Classification:** Health Program Manager I

**Department:** Department of Health Services

Petition for Rehearing granted February 20, 2007.

Pending oral argument May 8, 2007, Sacramento.

Oral argument heard May 8, 2007.

Case ready for decision by FULL Board.

June 5, 2007

- (4) **CASE NO. 06-0188A**  
Appeal from dismissal  
**Classification:** Physician and Surgeon, CF  
**Department:** Department of Corrections and Rehabilitation
- Proposed decision rejected February 20, 2007.  
Transcript prepared.  
Pending oral argument April 3, 2007, Sacramento.  
Oral argument heard April 3, 2007.  
Case ready for decision by FULL Board.
- (5) **CASE NO. 05-1067A**  
Appeal from dismissal  
**Classification:** Investigator  
**Department:** Department of Motor Vehicles
- Proposed decision rejected January 9, 2007.  
Transcript prepared.  
Pending oral argument May 8, 2007, Sacramento.  
Oral argument heard May 8, 2007.  
Case ready for decision by FULL Board.
- (6) **CASE NO. 04-2919ERPA**  
Appeal from discrimination and retaliation  
**Classification:** Physician and Surgeon  
**Department:** Department of Corrections and Rehabilitation
- Petition for Rehearing granted February 20, 2007.  
Transcript prepared.  
Pending oral argument May 8, 2007, Sacramento.  
Oral argument heard May 8, 2007.  
Case ready for decision by FULL Board.
- (7) **CASE NO. 05-0927BA**  
Appeal for back salary determination  
**Classification:** Correctional Sergeant  
**Department:** Department of Corrections and Rehabilitation
- Proposed decision rejected December 5, 2006.  
Transcript prepared.  
Pending oral argument April 3, 2007, Sacramento.  
Oral argument heard April 3, 2007.  
Case ready for decision by FULL Board.

June 5, 2007

**(8) CASE NO. 06-1310**

Appeal from 14 working days suspension

**Classification:** Regional Administrator

**Department:** Department of Corrections and Rehabilitation

Proposed decision taken under submission December 5, 2006.

**B. CASES PENDING**

**ORAL ARGUMENTS**

These cases are on calendar to be argued at this meeting or to be considered by the Board in closed session based on written arguments submitted by the parties.

**(1) CASE NO. 06-0235A**

Appeal from dismissal

**Classification:** Correctional Officer

**Department:** Department of Corrections and Rehabilitation

**(2) CASE NO. 05-2888PA**

Appeal from dismissal

**Classification:** Staff Services Analyst (General)

**Department:** Department of Consumer Affairs

**C. CHIEF COUNSEL RESOLUTIONS**

**(1) CASE NO. 05-3741**

Appeal from dismissal

**Classification:** Medical Technical Assistant, CF

**Department:** Department of Corrections and Rehabilitation

Request for Order to Show Cause against Department of Corrections and Rehabilitation

**COURT REMANDS**

This case has been remanded to the Board by the court for further Board action.

**NONE PRESENTED**

**STIPULATIONS**

These stipulations have been submitted to the Board for Board approval, pursuant to Government Code, section 18681.

**NONE PRESENTED**

**D. ADMINISTRATIVE LAW JUDGE'S (ALJ) PROPOSED DECISIONS**

**PROPOSED DECISIONS**

These are ALJ proposed decisions submitted to the Board for the first time.

- (1) CASE NO. 07-0317**  
Appeal from rejection during probationary period  
**Classification:** Correctional Supervising Cook (Correctional Facility)  
**Department:** Department of Corrections and Rehabilitation
- (2) CASE NO. 05-1432E**  
Appeal from denial of sexual harassment complaint  
**Classification:** Health Facilities Evaluator Nurse  
**Department:** Department of Health Services
- (3) CASE NO. 05-2721**  
Appeal from five percent reduction in salary for three months  
**Classification:** Health Facilities Evaluator Nurse  
**Department:** Department of Health Services
- (4) CASE NO. 06-3456**  
Appeal from five percent reduction in salary for 12 months  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation
- (5) CASE NOS. 04-0172, 03-3385E & 04-0019E**  
Appeal from whistleblower retaliation complaints and dismissal  
**Classification:** Associate Tax Auditor  
**Department:** Franchise Tax Board
- (6) CASE NO. 06-1601**  
Appeal from dismissal  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation
- (7) CASE NO. 07-1381**  
Appeal from dismissal  
**Classification:** Correctional Sergeant  
**Department:** Department of Corrections and Rehabilitation
- (8) CASE NO. 07-0860**  
Appeal from dismissal  
**Classification:** Financial Aid Counselor  
**Department:** California State University, Long Beach



June 5, 2007

- (9) **CASE NO. 06-3954**  
Appeal from dismissal  
**Classification:** Parole Agent 1  
**Department:** Department of Corrections and Rehabilitation
- (10) **CASE NO. 06-3832**  
Appeal from suspension for three working days  
**Classification:** Groundswoker  
**Department:** California State University, Long Beach
- (11) **CASE NO. 06-0106E**  
Appeal for discrimination and retaliation complaint  
**Classification:** Correctional Sergeant  
**Department:** Department of Corrections and Rehabilitation
- (12) **CASE NO. 06-1657**  
Appeal from five percent reduction in salary for six months  
**Classification:** Locksmith I  
**Department:** Department of Corrections and Rehabilitation
- (13) **CASE NO. 06-1867**  
Appeal from rejection during probation  
**Classification:** Caltrans Equipment Operator I  
**Department:** Department of Transportation
- (14) **CASE NO. 07-0485**  
Appeal from separation for cause  
**Classification:** Psychiatric Technician Trainee  
**Department:** Department of Mental Health
- (15) **CASE NO. 05-1177**  
Appeal from dismissal  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation

**PROPOSED DECISIONS TAKEN UNDER SUBMISSION AT PRIOR MEETING**

These are ALJ proposed decisions taken under submission at a prior Board meeting, for lack of majority vote or other reason.

**NONE**

**PROPOSED DECISIONS AFTER BOARD REMAND**

**(16) CASE NO. 06-0233R**

Appeal from ten percent reduction in salary for four pay periods

**Classification:** Fire Captain

**Department:** Department of Forestry and Fire Protection

**PROPOSED DECISIONS AFTER SPB ARBITRATION**

**(17) CASE NO. 06-0121**

Appeal from five working days suspension

**Classification:** Officer

**Department:** California Highway Patrol

**(18) CASE NO. 07-0122**

Appeal from five days suspension

**Classification:** Officer

**Department:** California Highway Patrol

**(19) CASE NO. 07-0299**

Appeal from five days suspension

**Classification:** Sergeant

**Department:** California Highway Patrol

**E. PETITIONS FOR REHEARING**

**ALJ PROPOSED DECISIONS ADOPTED BY THE BOARD**

The Board will vote to grant or deny a petition for rehearing filed by one or both parties, regarding a case already decided by the Board.

**(1) CASE NO. 04-1620AP**

Appeal from dismissal

**Classification:** Transportation Surveyor

**Department:** Department of Transportation

**(2) CASE NO. 06-1743RP**

Appeal from dismissal

**Classification:** Clinical Social Worker (Health/Correctional Facility)

**Department:** Department of Corrections and Rehabilitation

**(3) CASE NO. 05-1043P**

Appeal from dismissal

**Classification:** Tax Counsel, Range D

**Department:** Board of Equalization

June 5, 2007

- (4) **CASE NO. 06-2055P**  
Appeal from dismissal  
**Classification:** Parole Agent II (Specialist)  
**Department:** Department of Corrections and Rehabilitation

**WHISTLEBLOWER NOTICE OF FINDINGS**

The Board will vote to grant or deny a petition for rehearing filed by one or both parties, regarding a Notice of Findings issued by the Executive Officer under Government Code, section 19682 et seq. and Title 2, California Code of Regulations, section 56 et seq.

**NONE**

**F. PENDING BOARD REVIEW**

These cases are pending preparation of transcripts, briefs, or the setting of oral argument before the Board.

- (1) **CASE NO. 05-1007EA**  
Appeal from denial of discrimination complaint  
**Classification:** Outside contractor  
**Department:** Department of Transportation  
  
Proposed decision rejected December 19, 2006.  
Pending oral argument April 3, 2007, Sacramento.  
Oral argument continued.  
Pending oral argument July 10-11, 2007, Sacramento.
- (2) **CASE NO. 03-3412A**  
Appeal from rejection during probation  
**Classification:** Correctional Counselor II (Supervisor)  
**Department:** Department of Corrections and Rehabilitation  
  
Petition for rehearing granted April 3, 2007.  
Transcript prepared.  
Pending oral argument July 10-11, 2007, Sacramento.
- (3) **CASE NO. 06-0760A**  
Appeal from rejection during probation  
**Classification:** Parole Agent I (Adult Parole)  
**Department:** Department of Corrections and Rehabilitation  
  
Proposed decision rejected November 14, 2006.  
Transcript prepared.  
Pending oral argument February 6-7, 2007, Los Angeles.  
Oral argument continued.  
Pending oral argument May 8, 2007, Sacramento.  
Oral argument continued.  
Pending oral argument July 10-11, 2007, Sacramento.

June 5, 2007

- (4) **CASE NO. 06-0235A**  
Appeal from dismissal  
**Classification:** Correctional Officer  
**Department:** Department of Corrections and Rehabilitation  
  
Proposed decision rejected January 9, 2007.  
Transcript prepared.  
Pending oral argument May 8, 2007, Sacramento.  
Oral argument continued.  
Pending oral argument June 5, 2007, Sacramento.
- (5) **CASE NO. 06-3023A**  
Appeal from ten percent reduction in salary for three months  
**Classification:** Psychiatric Technician  
**Department:** Department of Corrections and Rehabilitation  
Proposed decision rejected March 2, 2007.  
Transcript prepared.  
Pending oral argument August 7-8, 2007, Los Angeles.
- (6) **CASE NO. 05-2888PA**  
Appeal from dismissal  
**Classification:** Staff Services Analyst (General)  
**Department:** Department of Consumer Affairs  
  
Petition for rehearing granted October 31, 2006.  
Transcript prepared.  
Pending oral argument March 2 2007, Sacramento.  
Oral argument continued.  
Pending oral argument June 5, 2007, Sacramento.
- (7) **CASE NO. 05-1285A**  
Appeal from dismissal  
**Classification:** Public Safety Dispatcher II  
**Department:** Department of California Highway Patrol  
  
Proposed decision rejected January 9, 2007.  
Transcript prepared.  
Pending oral argument June 5, 2007, Sacramento.  
Oral argument continued.
- (8) **CASE NO. 06-1338A**  
Appeal from rejection during probation  
**Classification:** Industrial Relations Counsel III (Specialist)  
**Department:** Department of Industrial Relations  
  
Proposed decision rejected May 8, 2007.  
Pending transcript.

- (9) **CASE NO. 06-0738A**  
Appeal from dismissal  
**Classification:** Correctional Sergeant  
**Department:** Department of Corrections and Rehabilitation

Proposed decision rejected May 18, 2007.  
Pending transcript.

- (10) **CASE NO. 06-2010A**  
Appeal from medical termination  
**Classification:** Administrative Support Coordinator II  
**Department:** California State University, Los Angeles

Proposed decision rejected May 8, 2007.  
Pending transcript.

- (11) **PSC NO. 06-03, CASE NO. 07-0806PA**  
Appeal from Executive Officer's disapproval of Unarmed Security  
Guard Services  
**Department:** California Highway Patrol

Petition for rehearing granted May 8, 2007.

## 20. **NON-EVIDENTIARY CASES**

### A. **WITHHOLD APPEALS**

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

#### **WITHHOLD FROM CERTIFICATION** **CASES HEARD BY A STAFF HEARING OFFICER**

NONE

#### **WITHHOLD FROM CERTIFICATION** **CASES NOT HEARD BY A STAFF HEARING OFFICER**

- (1) **CASE NO. 05-3668**  
**Classification:** Hospital Police Officer  
**Department:** California Department of Mental Health  
**Issue:** Suitability; negative law enforcement contacts.

- (2) **CASE NO. 06-4412N**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; omitted pertinent information and provided inaccurate information.
- (3) **CASE NO. 05-3236**  
**Classification:** Correctional Officer  
**Department:** California Department of Corrections & Rehabilitation  
**Issue:** Suitability; DUI arrest/conviction.
- (4) **CASE NO. 06-1309N**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; three DUI convictions and one Reckless Driving conviction.
- (5) **CASE NO. 05-2798**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; a negative employment record.
- (6) **CASE NO. 05-2627**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; omitted pertinent information, a negative employment record and a failure to meet legal obligations.
- (7) **CASE NO. 05-3046**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; negative law enforcement contacts.
- (8) **CASE NO. 05-4146**  
**Classification:** CHP, Cadet  
**Department:** California Highway Patrol  
**Issue:** Suitability; negative employment record.
- (9) **CASE NO. 05-3370**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; questionable character.

**B. MEDICAL AND PSYCHOLOGICAL SCREENING APPEALS**

Cases heard by a Staff Hearing Panel comprised of a managerial staff member of the State Personnel Board and a medical professional. The Board will be presented recommendations by a Hearing Panel on each appeal.

**(1) CASE NO. 06-1549N**

**Classification:** Correctional Officer

**Department:** Department of Corrections & Rehabilitation

**Issue:** The appellant was medically disqualified due to not meeting the vision acuity standards needed to perform the duties of the job.

**(2) CASE NO. 06-3621N**

**Classification:** Correctional Officer

**Department:** Department of Correction & Rehabilitation

**Issue:** The appellant was medically disqualified because his medical qualifications do not meet the standards required to perform the essential functions of a Correctional Officer.

**(3) CASE NO. 05-4049**

**Classification:** Correctional Officer

**Department:** Department of Corrections & Rehabilitation

**Issue:** Suitability; recency of alcohol intake, lacks the general qualifications deemed essential for a Correctional Officer.

**(4) CASE NO. 05-4144**

**Classification:** Investigator I

**Department:** Alcoholic Beverage Control

**Issue:** Suitability; personality characteristics and a history of recent panic attacks.

**(5) CASE NO. 06-1063N**

**Classification:** Correctional Officer

**Department:** Department of Correction & Rehabilitation

**Issue:** The appellant was medically disqualified because his visual acuity was not correctable to the visual acuity standard of 20/20 that would qualify him to safely perform the essential functions of a Correctional Officer.

**(6) CASE NO. 06-1055N**

**Classification:** Hospital Peace Officer

**Department:** California Department of Mental Health

**Issue:** Suitability; deficits in judgment and the inability to follow rules and regulations.

June 5, 2007

- (7) **CASE NO. 06-1344N**  
**Classification:** Correctional Officer  
**Department:** Department of Correction & Rehabilitation  
**Issue:** Suitability; problems with honesty, poor judgment, and susceptibility to stress.
- (8) **CASE NO. 05-4120**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation  
**Issue:** Suitability; poor judgment and poor command presence.
- (9) **CASE NO. 06-0497N**  
**Classification:** Fraud Investigator I  
**Department:** Department of Insurance  
**Issue:** The appellant shows signs of insufficient integrity and poor judgment under stress, personality traits that would significantly interfere with the performance standards for State peace officer employment under G.C. § 1031.
- (10) **CASE NO. 06-1395N**  
**Classification:** Correctional Officer  
**Department:** Department of Correction & Rehabilitation  
**Issue:** Suitability; inadequate interpersonal skills.
- **CASE NO. 07-0821N**  
**Classification:** Correctional Officer  
**Department:** Department of Corrections & Rehabilitation

**C. EXAMINATION APPEALS**  
**MINIMUM QUALIFICATIONS**  
**MERIT ISSUE COMPLAINTS**

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

**NONE**

**D. RULE 211 APPEALS**  
**RULE 212 OUT OF CLASS APPEALS**  
**VOIDED APPOINTMENT APPEALS**

Cases heard by a Staff Hearing Officer, or a managerial staff member of the State Personnel Board. The Board will be presented recommendations by a Staff Hearing Officer for final decision on each appeal.

**NONE**



**E. REQUEST TO FILE CHARGES CASES**

Investigated by Appeals Division staff. The Board will be presented recommendations by Appeals Division staff for final decision on each request.

**(1) CASE NO. 05-2595**

**Classification:** Correctional Officer

**Department:** Department of Corrections & Rehabilitation

**Issue:** The charging party requests to file charges for violations of various subsections of Government Code § 19572.

**PETITIONS FOR REHEARING CASES**

**NONE**

June 5, 2007

**SUBMITTED**

**1. TEACHER STATE HOSPITAL (SEVERELY), ETC.**

Departments of Mental Health and Developmental Services. (Hearing held December 3, 2002.)

**2. VOCATIONAL INSTRUCTOR (SAFETY) (VARIOUS SPECIALTIES)**

Departments of Mental Health and Developmental Services. (Hearing held December 3, 2002.)

**3. TELEVISION SPECIALIST (SAFETY)**

The Department of Corrections proposes to establish the new classification Television Specialist (Safety) by using the existing Television Specialist class specification and adding "Safety" as a parenthetical to recognize the public aspect of their job, additional language will be added to the Typical Tasks section of the class specification and a Special Physical Characteristics section will be added. (Presented to Board March 4, 2003.)

**4. HEARING – Personal Services Contract #04-03**

Appeal of the California State Employees Association from the Executive Officer's April 15, 2004, Approval of Master Contracts between the California Department of Corrections and Staffing Solutions, CliniStaff, Inc., Staff USA, Inc., CareerStaff Unlimited, MSI International, Inc., Access Medical Staffing & Service, Drug Consultants, Infinity Quality Services Corporation, Licensed Medical Staffing, Inc., Morgan Management Services, Inc., Asereth Medical Services, and PrideStaff dba Rx Relief. (Hearing held August 12, 2004.)

**5. HEARING**

Proposed new and revised State Personnel Board Regulations effecting equal opportunity, discrimination complaints and reasonable accommodation policies and procedures. (Hearing held July 7, 2004.)

**6. CASE NO. 06-1814**

Appeal from official letter of reprimand. Correctional Officer. Department of Corrections and Rehabilitation. (Presented to Board December 5, 2006.)

**7. CASE NO. 06-1310**

Appeal from 14 working days' suspension. Regional Administrator. Department of Corrections and Rehabilitation. (Presented to Board December 5, 2006.)

**8. CASE NO. 05-2211A**

Appeal from dismissal. Senior Tax Compliance Representative. Employment Development Department. (Oral argument held March 2, 2007.)

June 5, 2007

**9. CASE NO. 05-3741**

Appeal from dismissal. Medical Technical Assistant, CF. Department of Corrections and Rehabilitation. Request for Order to Show Cause against Department of Corrections and Rehabilitation. (Presented to the Board March 2, 2007.)

**10. CASE NO. 06-0188A**

Appeal from dismissal. Physician & Surgeon, CF. Department of Corrections and Rehabilitation. (Oral argument held April 3, 2007.)

**11. CASE NO. 05-0927BA**

Appeal for back salary determination. Correctional Sergeant. Department of Corrections and Rehabilitation. (Oral argument held April 3, 2007.)

**12. CASE NO. 05-0929PA**

Appeal from rejection during probation. Health Program Manager I. Department of Health Services. (Oral argument held May 8, 2007.)

**13. CASE NO. 05-1067A**

Appeal from dismissal. Investigator, DMV. Department of Motor Vehicles. (Oral argument held May 8, 2007.)

**14. CASE NO. 04-2919ERPA**

Appeal from discrimination and retaliation. Physician & Surgeon, CF. Department of Corrections and Rehabilitation. (Oral argument held May 8, 2007.)

**15. HEARING – GOVERNMENTAL PROGRAM ANALYST**

The State Personnel Board in consultation with the Department of Personnel Administration proposes the establishment of the new classification of Governmental Program Analyst. (Hearing held May 8, 2007.)

**NOTICE OF GOVERNMENT CODE SECTION 18671.1 RESOLUTION**

Since Government Code section 18671.1 requires that cases pending before State Personnel Board Administrative Law Judges (ALJ's) be completed within six months or no later than 90 days after submission of a case, whichever is first, absent the publication of substantial reasons for needing an additional 45 days, the Board hereby publishes its substantial reasons for the need for the 45-day extension for some of the cases now pending before it for decision.

An additional 45 days may be required in cases that require multiple days of hearings, that have been delayed by unusual circumstances, or that involve any delay generated by either party (including, but not limited to, submission of written briefs, requests for settlement conferences, continuances, discovery disputes, pre-hearing motions). In such cases, six months may be inadequate for the ALJ to hear the entire case, prepare a proposed decision containing the detailed factual and legal analysis required by law, and for the State Personnel Board to review the decision and adopt, modify or reject the proposed decision within the time limitations of the statute.

Therefore, at its next meeting, the Board will issue the attached resolution extending the time limitation by 45 days for all cases that meet the above criteria, and that have been before the Board for less than six months as of the date of the Board meeting.

**GOVERNMENT CODE SECTION 18671.1 RESOLUTION**

**WHEREAS**, Section 18671.1 provides that, absent waiver by the appellant, the time period in which the Board must render its decision on a petition pending before it shall not exceed six months from the date the petition was filed or 90 days from the date of submission; and

**WHEREAS**, Section 18671.1 also provides for an extension of the time limitations by 45 additional days if the Board publishes substantial reasons for the need for the extension in its calendar prior to the conclusion of the six-month period; and

**WHEREAS**, the Agenda for the instant Board meeting included an item titled "Notice of Government Code section 18671.1 Resolution" which sets forth substantial reasons for utilizing that 45-day extension to extend the time to decide particular cases pending before the Board;

**WHEREAS**, there are currently pending before the Board cases that have required multiple days of hearing and/or that have been delayed by unusual circumstances or by acts or omissions of the parties themselves;

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the time limitations set forth in Government Code section 18671.1 are hereby extended an additional 45 days for all cases that have required multiple days of hearing or that have been delayed by acts or omissions of the parties or by unusual circumstances and that have been pending before the Board for less than six months as of the date this resolution is adopted.

\* \* \* \* \*



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(Cal. 06/05/07)

TO: Members  
State Personnel Board

FROM: State Personnel Board - Legislative Office

SUBJECT: LEGISLATION

The status of major legislation being followed for impact on Board programs and the general administration of the State Civil Service Merit System is detailed in the attached report.

Any legislative action that takes place after the printing of this report, which requires discussion with the Board, will be covered during the Board meeting.

Please contact me directly should you have any questions or comments regarding any bills that you may have an interest in. I can be reached at (916) 653-0453.

A handwritten signature in cursive script that reads 'Sherry A. Evans'.

Sherry A. Evans  
Director of Legislation

Attachment

**STATE PERSONNEL BOARD  
LEGISLATIVE TRACKING  
REPORT  
2007-08 SESSION**

**Status as of May 22, 2007**



BILL/ AUTHOR	BOARD POSITION	SUBJECT	STATUS OF BILL
<a href="#">AB 67</a> ( <a href="#">Dymally</a> )	<b>SUPPORT</b>	AB 67 amends the provisions contained in the Dymally-Alatorre Bilingual Services Act (Act) that require state agencies to conduct a biennial language survey and implementation plan and employ qualified bilingual staff when a significant language need is identified. The amendments proposed by this Bill standardize and define language in the Act, clarify the State Personnel Board's (SPB's) responsibility to establish bilingual fluency standards, and expand the SPB's ability to grant exemptions to the language survey and implementation plan.	05/17/2007-Referred to Com. on P.E. & R. 05/17/2007-S P.E. & R.
<a href="#">AB 147</a> ( <a href="#">Wolk</a> )	<b>Watch</b>	Intent Language. Spot Bill.	05/14/2007-Failed Deadline pursuant to Rule 61(a)(3). Last location was PRINT 05/14/2007-A 2 YEAR
<a href="#">AB 160</a> ( <a href="#">Lieber</a> )	<b>Watch</b>	Would establish the California Sentencing Commission, with specified membership and terms, to devise sentencing guidelines. The bill would also create a Judicial Advisory Committee composed of judges, as specified, to assist the commission. This bill contains other related provisions.	03/28/2007-From committee: Do pass, and re-refer to Com. on APPR. Re-referred. (Ayes 5. Noes 2.) (March 27). 03/28/2007-A APPR. 05/23/07 9 a.m. - ROOM 4202 ASM APPROPRIATIONS
<a href="#">AB 174</a> ( <a href="#">Price</a> )	<b>No Position</b>	This bill would expand the remedies available to individuals who file discrimination complaints with the State Personnel Board by authorizing the State Personnel Board to award reasonable attorney's fees and costs.	04/18/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 04/18/2007-A APPR. SUSPENSE FILE
<a href="#">AB 220</a> ( <a href="#">Bass</a> )	<b>Watch</b>	Would enact the Firefighters Procedural Bill of Rights Act to prescribe various rights of firefighters, defined as any firefighter, including a firefighter who is a paramedic or emergency medical technician, with specified exceptions. The bill would prescribe rights related to, among others, political activity, interrogation, punitive action, and administrative appeals. This bill contains other related provisions and other existing laws.	04/18/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 04/18/2007-A APPR. SUSPENSE FILE



<a href="#"><u>AB 295</u></a> (Lieu)	<b>No Position</b>	Would require specified state agencies to use additional separate collection categories and tabulations for other major Asian and Pacific Islander groups, including Bangladeshi, Fijian, Hmong, Indonesian, Malaysian, Pakistani, Sri Lankan, Taiwanese, Thai, and Tongan. This bill would also require that these specified state agencies update their data collection categories to match those used by the United States Census. This bill would further require that state agencies that directly or by contract collect demographic data, make their demographic reports available to the public, to the extent that disclosure does not violate confidentiality.	04/25/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 04/25/2007-A APPR. SUSPENSE FILE
<a href="#"><u>AB 309</u></a> (Tran)		Would specify that members appointed to specified state boards and commissions shall receive no salary for the 2007-08, 2008-09, and 2009-10 fiscal years, except that they may receive a per diem payment set pursuant to these provisions during that time.	05/02/2007-Failed Deadline pursuant to Rule 61(a)(2). Last location was B. & P. 05/02/2007-A 2 YEAR
<a href="#"><u>AB 392</u></a> (Lieu)	<b>Watch</b>	Would require a qualified employer to allow a qualified employee that is a spouse of a qualified member of the Armed Forces, National Guard, or Reserves to take up to 10 days of unpaid leave during a qualified leave period, as provided. This bill contains other related provisions.	05/17/2007-In Senate. Read first time. To Com. on RLS. for assignment. 05/17/2007-S RLS.
<a href="#"><u>AB 503</u></a> (Swanson)	<b>Watch</b>	Would prohibit a state or local agency, as defined, from requiring any employee entitled to receive overtime compensation pursuant to any federal statute or regulation to perform services outside the employee's normal work schedule unless a minimum of 8 hours' written notice of that work assignment has been provided to the employee. The bill would provide that this notice requirement shall not apply in the event of an operational emergency , and would allow a state or local agency to adopt a reasonable rule defining operational emergency. The bill would provide that these provisions shall not affect any rule in effect prior to January 1, 2008, or any negotiated memorandum of understanding, that provides for a notice of overtime assignments .	05/10/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 05/10/2007-A APPR. SUSPENSE FILE
<a href="#"><u>AB 671</u></a> (Beall)		Would make legislative findings and declarations regarding the state's responsibility for the well-being of foster youth and former foster youth. The bill would require the State Personnel Board to establish an Emancipated Foster Youth Program to promote the hiring of qualified foster youth in specified entry level unclassified positions in any state agency or department as determined by the board. The bill would require a participant in the program to pass a written examination for the classification in which he or she is employed, if generally required for applicants in that classification, after 3 months, but before 9 months, of employment.	05/10/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 05/10/2007-A APPR. SUSPENSE FILE

<a href="#"><u>AB 721</u></a> ( <a href="#"><u>Maze</u></a> )	<b>Watch</b>	Would provide that, notwithstanding any other provision of the act, when a Member of the Legislature requests a public record from a state agency, the state agency shall make the determination and notification required by these provisions immediately and in no event later than 3 business days after receipt of the request.	05/16/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 05/16/2007-A APPR. SUSPENSE FILE
<a href="#"><u>AB 890</u></a> ( <a href="#"><u>Aghazarian</u></a> )	<b>Watch</b>	Would create the Commission on Peace Officer Standards and Training, which would succeed to those functions.	04/18/2007-In committee: Set, first hearing. Referred to APPR. suspense file. 04/18/2007-A APPR. SUSPENSE FILE
<a href="#"><u>AB 933</u></a> ( <a href="#"><u>Jeffries</u></a> )	<b>No Analysis Required</b>	Would revise these provisions. The bill would also delete obsolete statutory provisions relating to the Governor, Members of the Legislature, and other statewide elected officers.	05/17/2007-In Senate. Read first time. To Com. on RLS. for assignment. 05/17/2007-S RLS.
<a href="#"><u>AB 1393</u></a> ( <a href="#"><u>Leno</u></a> )	<b>Watch</b>	Would as of January 1, 2009, require any state agency that publishes an Internet Web site to include on the homepage of that site specified information that is not exempt from disclosure under the act about how to contact the agency, how to request records under the act, and a form for submitting online requests for records. It would authorize any person to bring an action to enforce the duty of a state agency to post this information and would provide for penalties including monetary awards to be paid by the agency, with specified provisions to become operative on January 1, 2009. This bill contains other related provisions.	04/24/2007-From committee: Do pass, and re-refer to Com. on APPR. Re-referred. (Ayes 10. Noes 0.) (April 24). 04/24/2007-A APPR. 05/23/07 9 a.m. - Room 4202 ASM APPROPRIATIONS
<a href="#"><u>AB 1496</u></a> ( <a href="#"><u>Swanson</u></a> )	<b>Watch</b>	Would require any city or county that adopts a civil service system or its equivalent, as specified, to provide for the classification of all employment positions. The bill would allow for the exclusion from that classification requirement, substitute and short-term employees, as defined, and apprentices or professional experts employed on a temporary basis for a specific project. Further, prior to the hiring of any short-term employee, the bill would require the legislative body of a city or county to, at a public meeting, report on the specifics of that hiring and certify the ending date of service. The bill would require any existing system to conform to the above-described requirements by March 1, 2008. The bill would exempt from these provisions the continued employment or classification of a county or city employee who is appointed or deputized as a reserve or auxiliary peace officer, as defined, or who is a volunteer firefighter in the employ of a regularly organized fire department of a county or city.	05/10/2007-Read third time, amended, and returned to third reading. (Page 1416.). 05/10/2007-A THIRD READING 05/24/07 8 ASM THIRD READING FILE

<a href="#"><u>AB 1648</u></a> ( <a href="#"><u>Leno</u></a> )	<b>Watch</b>	Would provide that the confidentiality of peace officer records, as specified, does not apply to specified government bodies that review the investigations, findings, or employment actions of a department or agency. The bill would make specified information in certain disciplinary records pertaining to peace officers available to the public, as specified. This bill contains other related provisions and other existing laws.	05/02/2007-Failed Deadline pursuant to Rule 61(a)(2). Last location was PUB. S. 05/02/2007-A 2 YEAR
<a href="#"><u>AB 1668</u></a> ( <a href="#"><u>Leno</u></a> )	<b>Watch</b>	Would require the Director of Technology Services, in conjunction with the State Chief Information Officer and other specified state entities, to implement a project examining the use of an open file format with no more than 3 state agencies or departments. This bill would also require the Department of General Services, in consultation with the State Chief Information Officer, to consider specific modifications to the standards used for the state to acquire information technology and to report its findings to the Legislature no later than October 1, 2008.	05/02/2007-Re-referred to Com. on APPR. 05/02/2007-A APPR.
<a href="#"><u>AB 1702</u></a> ( <a href="#"><u>Blakeslee</u></a> )		Would authorize the Department of Transportation to conduct competitive examinations on a position-specific basis for specified managerial classifications as agreed to by the State Personnel Board, as specified. The bill would also make legislative findings and declarations with regard to a related demonstration project.	05/17/2007-From Consent Calendar. To third reading. 05/17/2007-A THIRD READING 05/24/07 53 ASM <i>THIRD READING FILE</i>
<a href="#"><u>ACA 1</u></a> ( <a href="#"><u>Price</u></a> )	<b>Watch</b>	Would assign the responsibility for adjusting boundary lines of Senate, Assembly, congressional, and State Board of Equalization districts to a commission that consists of the 9 public members of the Milton Marks "Little Hoover" Commission on California State Government Organization and Economy, subject to specified conditions. It would require the Legislature to establish, by statute, procedures to ensure compliance with specified requirements for membership on the commission. This bill contains other related provisions.	05/02/2007-Set for hearing June 12. in E. & R. 05/02/2007-A E. & R. 06/12/07 1:30 pm to 3:30 p.m. - Room 447 ASM <i>ELECTIONS AND REDISTRICTING</i>
<a href="#"><u>SB 26</u></a> ( <a href="#"><u>Simitian</u></a> )	<b>Neutral</b>	This bill would require that demographic data collection by race be structured in a manner that allows the surveyed individual to select more than one race. A single category labeled "multi-racial" would be prohibited.	05/14/2007-Placed on APPR. suspense file. 05/14/2007-S APPR. SUSPENSE FILE
<a href="#"><u>SB 519</u></a> (Committee on Governmental Organization)		Would authorize the calling of a special meeting to provide for an interim executive officer of a state body upon the death, incapacity, or vacancy in the office of the executive officer.	05/14/2007-In Assembly. Read first time. Held at Desk. 05/14/2007-A DESK

<a href="#"><u>SB 721</u></a> ( <a href="#"><u>Ashburn</u></a> )	<b>Watch</b>	By January 1, 2010, this bill would require every state agency to establish and implement a succession plan, as defined. By January 1, 2012, the bill would require every state agency to report to the Legislature on the success or failure of the implemented succession plan, as specified.	04/23/2007-Placed on APPR. suspense file. 04/23/2007-S APPR. SUSPENSE FILE
<a href="#"><u>SB 870</u></a> ( <a href="#"><u>Ridley-Thomas</u></a> )		Would require an adverse action against an excluded employee, as defined, to commence within one year of the cause for discipline.	05/09/2007-Read second time. To third reading. 05/09/2007-S THIRD READING 05/24/07 38 SEN THIRD READING FILE
<a href="#"><u>SB 971</u></a> ( <a href="#"><u>McClintock</u></a> )	<b>Watch</b>	Would enact the Bureaucracy Realignment and Closure Act of 2008. It would establish the Bureaucracy Realignment and Closure Commission in state government with a specified membership. Beginning on January 1, 2008, the Controller, the Director of Finance, the Legislative Analyst, the Legislative Counsel, the Milton Marks "Little Hoover" Commission on California State Government Organization and Economy, and the State Auditor would be required to develop recommendations for the closure or realignment of state bureaucracies for consideration by the commission. It would require the commission to independently evaluate the recommendations, conduct 3 public hearings, and, by January 1, 2009, have at least one member of the commission visit each state bureaucracy considered for realignment or closure. This bill contains other related provisions and other existing laws.	05/02/2007-Failed Deadline pursuant to Rule 61(a)(2). Last location was G.O. 05/02/2007-S 2 YEAR
<a href="#"><u>SB 1019</u></a> ( <a href="#"><u>Romero</u></a> )	<b>Support if amended</b>	Would state the intent of the Legislature to abrogate the California Supreme Court decision in Copley Press, Inc. v. Superior Court and to restore public access to peace officer records and meetings that were open prior to the Copley Press decision. This bill contains other related provisions and other existing laws.	05/09/2007-Read second time. To third reading. 05/09/2007-S THIRD READING 05/24/07 28 SEN THIRD READING FILE

**STATE PERSONNEL BOARD**

**NON-HEARING CALENDAR**

**RE: BOARD DATE JUNE 5, 2007**

(Cal. 06/05/07)

**MEMO TO :** STATE PERSONNEL BOARD

**FROM :** TERRY SILVA, Acting Chief, Merit Employment and  
Technical Resources Division

**SUBJECT :** Non-Hearing Calendar Items for Board Action

Page

**SUPERVISING DENTIST, CORRECTIONAL FACILITY**

The California Department of Corrections and Rehabilitation proposes the establishment of a new classification titled Supervising Dentist, Correctional Facility, with a one year probationary period.

201

Board Calendar Date: June 5, 2007

TO: STATE PERSONNEL BOARD

FROM: Phyllis Bonilla  
Personnel Program Advisor  
Classification and Compensation Division  
Department of Personnel Administration

REVIEWED BY: Josie Fernandez  
Program Manager  
Classification and Compensation Division  
Department of Personnel Administration

SUBJECT: Proposed establishment of a new safety class, Supervising Dentist, Correctional Facility, with a one year probationary period.

SUMMARY OF ISSUES:

The Department of Corrections and Rehabilitation (CDCR) is proposing the establishment of a new safety class, Supervising Dentist, Correctional Facility. On 07/01/06, CDCR received 177 new dental positions to assure requirements of a federal court stipulated agreement are met. The proposed new class would supervise institutional dental staff and assist CDCR (at the institution level) with the implementation and compliance of new dental policies and procedures. CDCR enter into this stipulated agreement as a settlement to an inmate class action lawsuit (Carlos Perez, et al v. James Tilton, et al.), alleging CDCR has failed to provide adequate and appropriate dental care to inmates.

Institutional Dentist positions will increase from 175 to 281, and it is anticipated each institution will have approximately 28 additional dental staff by fiscal year 2008/2009. Given the number of new dental positions to be introduced at each institution, CDCR is in need of a designated supervisory dentist classification. It is proposed the new Supervising Dentist, Correctional Facility, classification have a one-year probationary period given the nature of work to be performed.

CONSULTED WITH:

William Kuykendall, Chief Dentist, Correctional Health Care Services Division (CHCSD)  
Richard Robinson, Health Planning Specialist, CHCSD  
Joseph Paulson, Chief Dentist, CF, California Medical Facility (CMF)  
Shelby Farrow, Health Program Coordinator, CMF  
Sue Gladden, Manager, Division of Juvenile Justice, CDCR  
Kathy Olson, Chief, Office of Personnel Services, CDCR  
Jennifer Nolan, Manager, Office of Personnel Services, CDCR  
Phyllis Bonilla, Department of Personnel Administration  
Jennifer Roche, State Personnel Board

Page Two

Proposed new Supervising Dentist, CF, classification

Board Calendar Date: June 5-6, 2007

The Department of Personnel Administration has provided written notice of this proposal to the Association of California State Supervisors.

CLASSIFICATION CONSIDERATIONS:

Please see attached proposal.

RECOMMENDATIONS:

That the class of Supervising Dentist, Correctional Facility, be established, and the proposed specification for the class as shown in this calendar be adopted effective June 5-6, 2007.



## B. CLASSIFICATION CONSIDERATIONS

Instructions: Complete only if Concept (Part A) approved by DPA. Include headings (Background, Classification Considerations, etc.) if using additional paper. Only complete applicable questions (i.e., provide enough information to support the proposal). Respond to each of these questions and return with signed-off transmittal to your DPA and SPB Analysts.

### BACKGROUND

1. Provide some historical perspective about the organizational setting of the subject class(es) and the needs that this request addresses.

In December 2005, California State prisoners filed a class action lawsuit (Perez, et al v. Hickman, et al) against the California Department of Corrections and Rehabilitation (CDCR) alleging CDCR has failed to provide a system for deliverable dental care that ensures inmates' serious dental needs are addressed in a timely manner. The lawsuit (now, Perez, et al v. Tilton, et al) alleges CDCR subjects inmates to suffer permanent and unnecessary damage to their health. A stipulation agreement was filed by CDCR to settle this lawsuit, and the terms and conditions require CDCR to implement dental policies and procedures (P&P) according to an agreed implementation plan schedule for the Inmate Dental Services Program (IDSP) over a period of six years.

The IDSP provides, "It is the mission of the Division of Correctional Health Care Services (DCHSC) Dental Department to promote, stabilize, and maintain the oral health of all inmates incarcerated in the California Department of Corrections and Rehabilitation (CDCR). Dental services shall be provided to inmates/patients by competent, professional healthcare staff who shall make every effort to provide quality dental services for the greatest number of inmate/patients within available resources. All dental services rendered shall be consistent with professional standards, and comply the all federal state and CDCR regulations."

CDCR began implementing 36 new Dental Program P&P in 14 of the 33 institutions in July 2006 and the remaining P&Ps will be phased in over a three-year timeframe. The implementation will require additional field and headquarter dental staff.

On 7/1/06 CDCR received 177 new dental program positions, including Dentists, Dental Assistants, Health Program Specialists, and Office Technicians. CDCR will eventually receive a total of 427.5 dental program positions upon completion of the Dental Program P&P roll-out anticipated for 2008/09 fiscal year---institutional Dentist positions will increase from 175 to 281. It is anticipated that once the roll-out is completed each institution will have approximately 28 additional dental staff.

Currently, at the institutional level, the Chief Dentist, CF (CD) supervises all dental staff and is solely responsible for the roll-out and implementation of the Stipulation Agreement. In addition to managing the clinical and personnel duties, the CD will also be responsible for the increased workload requirements of the Dental Program P&P, the strategic goals and initiatives of the institution and department, examination and other treatment timeframes are met, tracking, monitoring, and providing proof of practice data of clinical procedures, conducting peer reviews, training staff, and addressing disciplinary actions.

Due to the increased dental staff and additional duties and responsibilities now required of the CD, CDCR is proposing the establishment of a Supervising Dentist, Correctional Facility, classification.

## CLASSIFICATION CONSIDERATIONS

2. What classification(s) does the subject class(es) report to?

The proposed Supervising Dentist, CF will report to the Chief Dentist, CF.

3. Will the subject class(es) supervise? If so, what class(es)?

The proposed Supervising Dentist will supervise the following classifications:

Dentist, CF  
Dental Assistant, CF  
Dental Laboratory Technician, CF  
Office Technician (T)

4. What are the specific duties of the subject class(es)?

The proposed Supervising Dentist will be responsible for supervising the work of the Dentists, CF (DDS), in the institution, ensuring each DDS complies with the Dental Program P&P. The incumbent will chart reviews, provides training and clinical instruction, and oversees the dental appeal process (this includes ensuring appeals are responded to within required time frames, ensuring responses comply with existing rules and regulations, and final signature authority on all first level appeals).

The proposed Supervising Dentist will create and maintain daily DDS work schedules, ensure the DDS schedule dental treatments within Dental Program P&P timeframes, trains and evaluates DDS performance, including completing probationary reports, performance evaluations, and, when appropriate, initiating progressive disciplinary action.

Incumbents in the Supervising Dentist class will coordinate the dental clinic operation with other institutional departments to ensure continuity of care. The Supervising Dentist will serve as a dental consultant to the DDS on unusual or difficult dental cases, arrange for special care and/or an outside consultant for difficult cases, chart reviews, serve as the Tool Control Officer for the dental department, ensure all DDS are trained and comply with security protocols, monitor equipment and supplies to ensure all equipment is in proper operating condition, and ensure the adequacy of dental supplies. The incumbent will provide clinical records review to assure adequacy and adherence to established clinical P&P, coordinate peer reviews of all DDS, serve in the role of clinical case manager, performs general dental services as required, and acts as the Chief Dentist in his/her absence.

The Supervising Dentist is proposed as a 'Safety' classification as all incumbents will have regular, personal contact with inmates and will be charged with the responsibility to prevent escapes and injury by inmates to themselves, others, or to property; maintain security of working areas and work materials; inspects premises and searches inmates for contraband, such as weapons or illegal drugs.

5. What is the decision-making responsibility of the subject class(es)?

The Supervising Dentist is a licensed and highly skilled health care professional, trained to provide clinical direction and guidance to institutional DDS with expertise to provide dental evaluation and care services to inmates. The incumbent will supervise the DDS' work to ensure compliance with CDCR rules, regulations, policies, procedures, and protocols.

6. What would be the consequence of error if incumbents in the subject class(es) did not perform their jobs? (Program problems, lost funding, public safety compromised, etc.)

The Supervising Dentist assists DSS in assessing the dental care needs of inmates and provides consultation on difficult and unique cases. Failure to provide clinical direction and guidance to DDS and failure to provide needed care to inmates would result in additional, permanent, and unnecessary damage to inmates' dental health. Failure to perform these duties would also result in non-compliance with CDCR policies, procedures, and protocols and would subject CDCR to additional lawsuits and/or court intervention.

7. What are the analytical requirements expected of incumbents in the subject class(es)?

The Supervising Dentist will be responsible for ensuring institutional DDS comply with the Dental Program P&Ps. The incumbent must be able to interpret, clarify, and/or demonstrate the specifics of the P&P. The Supervising Dentist is expected to perform and demonstrate diagnostic procedures and/or techniques, evaluate symptoms, conduct and/or interpret examinations, and establish and/or assist in establishing a treatment plan.

8. What are the purpose, type, and level of contacts incumbents in the subject class(es) make?

The Supervising Dentist will have daily contact with, and reports to, the Chief Dentist. The incumbent will have daily contact with other members of the dental health care team such as the Dentist, Dental Assistant, Dental Laboratory Technician, and dental office support staff (Office Technician). To ensure continuity of care, the Supervising Dentist must also maintain good working relationships with employees in health care and custody teams (i.e. Chief Medical Officer, correctional health administrators, registered nurses, mid-level practitioners, physicians, clinicians, and custody and administrative staff). The Supervising Dentist will also have daily contact with inmates in providing dental health care services.

#### NEED FOR NEW CLASS (if necessary)

9. For New classes only: what existing classes were considered and why were they not appropriate?

The State's current classification structure does not provide a designated supervisory dentist classification. In order to meet the court stipulation and to ensure the supervision of over 100 new dental positions, CDCR's need for a new classification is well supported. Incumbents in this new class will be located w/in the institution, supervise DDS, and supervise the daily operation of the dental care program.

#### MINIMUM QUALIFICATIONS

10. What are the proposed or current minimum qualifications of the subject class(es), and why are they appropriate? (Include inside and outside experience patterns.)

Possession of the legal requirements for the practice of dentistry in California as determined by the California Board of Dental Examiners. (Applicants may be admitted to the examination process prior to meeting these requirements, but the Board of Dental Examiners must determine that all legal requirements have been met before candidates will be eligible for appointment.)

Graduation for an approved Dental School, and

Either

Two (2) years of professional dental experience in a California State Institution,

OR

Three (3) years of experience in the practice of dentistry including one (1) year of dental experience on the staff of a hospital or clinic or in the armed services.

PROBATIONARY PERIOD

☐ Six Months

☒ Twelve Months

11. If a probationary period other than six months is proposed, what is the rationale?

It is proposed the Supervising Dentist serve a one year probationary period. This period is needed to demonstrate the advanced education and specialized skills the incumbent must possess, the independent nature of work, and the dental work cycle. It is anticipated the incumbents will be exposed to majority of dental work assignments during this initial one year period. A one year probationary period will provide sufficient time to effectively evaluate job performance.

STATUS CONSIDERATIONS (see additional information in Part D).

12. What is the impact on current incumbents?

NA

13. Will current employees move by examination, transfer, reallocation, split-off, etc.? Explain rationale.

Supervising Dentists will be eligible for appointment upon successfully completing the required examination and with appropriate list placement. Additionally, the Board of Dental Examiners must determine all legal requirements have been met before candidates will be eligible for appointment.

CONSULTED WITH

14. In addition to the departmental contacts listed on the cover sheet, list the names and affiliations of persons who were consulted during the development of this proposal.

William Kuykendall, DDS, Chief Dentist, CF, Correctional Health Care Services Division (CHCSD)

Richard Robinson, Health Planning Specialist, CHCSD

Joseph Paulson, DDS, Chief Dentist, CF, California Medical Facility (CMF)

Shelby Farrow, Health Program Coordinator, CMF

Sue Gladden, Manager, CDCR, Division of Juvenile Justice

Kathy Olson, Chief, Office of Personnel Services

Jennifer Nolan, Manager, Office of Personnel Services

# CALIFORNIA STATE PERSONNEL BOARD

## SPECIFICATION

DENTIST, CORRECTIONAL FACILITY  
 Series Specification  
 (Established June 15, 1993)

### SCOPE

This specification describes ~~two~~ three (3) levels of Dentists in the California Department of Corrections and the Department of the Youth Authority Rehabilitation. Incumbents perform and/or supervise professional dental care; make oral examinations and provide dental prophylaxis; clean and fill teeth, and perform dental procedures and oral surgery; treat mouth diseases and injuries and instruct patients in oral hygiene; prescribe and fit dental prostheses; and prepare and keep clinical records and make reports. All classifications in this series are responsible to maintain order and supervise the conduct of inmates or youthful offenders and maintain the safety of persons and property; to prevent escapes of and injury by persons committed to the California Department of Corrections and the Department of the Youth Authority Rehabilitation to themselves or others or to property; to maintain security of working areas and work materials; and to inspect premises and search inmates or youthful offenders for contraband, such as weapons or illegal drugs.

<u>Schem</u> <u>Code</u>	<u>Class</u> <u>Code</u>	<u>Class</u>
SR25	9268	Dentist, Correctional Facility
SR12	9371	<u>Supervising Dentist, Correctional Facility</u>
SR11	9344	Chief Dentist, Correctional Facility

### DEFINITION OF LEVELS

#### DENTIST, CORRECTIONAL FACILITY

This is the entry and journey person level class, and is used for recruiting recent graduates. Under supervision, incumbents in Range A-7 may be employed on an institution staff in the California Department of Corrections and the Department of the Youth Authority Rehabilitation. Incumbents in Ranges B, C, or D are experienced dentists. They may either do general dentistry or perform an assigned phase of dental treatment such as extractions or restorations. A Dentist, Range B, C, or D, may perform ~~all the~~ dental services in a ~~small~~ an institution, ~~or serve as a dentist with a small dental staff,~~ and be in charge of the dental services of the facility and serves as the clinical leader during all dental procedures.

SUPERVISING DENTIST, CORRECTIONAL FACILITY

This is a first-line supervisory class responsible for supervising the work of the Dentist, Correctional Facility, and ancillary dental staff. Under the direction of the Chief Dentist, Correctional Facility, the Supervising Dentist, Correctional Facility, oversees the dental services in a correctional facility; provides leadership, training, and clinical instruction; charts reviews; serves as a consultant on unusual or difficult cases, and ensures compliance with the Dental Policies and Procedures.

## CHIEF DENTIST, CORRECTIONAL FACILITY

This level is a manager with responsibility for planning, organizing, and directing the dental program of a State institution. Positions of Chief Dentist occur in institutions in which there is a relatively large staff of professional and ancillary dental personnel.

MINIMUM QUALIFICATIONSBOTH ALL LEVELS:

Possession of the legal requirements for the practice of dentistry in California as determined by the California Board of Dental Examiners. (Applicants may be admitted to the examination prior to meeting these requirements, but the Board of Dental Examiners must determine that all legal requirements have been met before candidates will be eligible for appointment.)

## DENTIST, CORRECTIONAL FACILITY

Education: Graduation from an approved dental school. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of graduation or its equivalent before they can be considered eligible for appointment.)

SUPERVISING DENTIST, CORRECTIONAL FACILITY

Education: Graduation from an approved dental school.

and  
Either I

Experience: Two (2) years of professional dental experience in a California State Institution.

Or II

Experience: Three (3) years of experience in the practice of dentistry including one (1) year of dental experience on the staff of a hospital or clinic or in the armed services.

## CHIEF DENTIST, CORRECTIONAL FACILITY

Either I

Three (3) years of professional dental experience in a California State Institution.

Or II

Experience: Four (4) years of experience in the practice of dentistry including one year of dental experience on the staff of a hospital or clinic or in the armed services.

KNOWLEDGE AND ABILITIESBOTH ALL LEVELS:

Knowledge of: Modern methods and principles of general dentistry and dental surgery including its preventive aspects and skill in their application; and oral hygiene and prevention and treatment of diseases of the mouth.

Ability to: Prescribe and fit dental prostheses; analyze situations accurately and take effective action; and maintain effective working relationships with health care professionals and others.

SUPERVISING DENTIST, CORRECTIONAL FACILITY

## CHIEF DENTIST, CORRECTIONAL FACILITY

Knowledge of: In addition to the above, principles and priorities of personnel management and effective supervision; ~~the Department's Affirmative Action Program objectives; a manager's role in the Affirmative Action Program and the processes available to meet affirmative action objectives~~ a manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment; and Inmate Appeals (CDC 602) Program.

Ability to: In addition to the above, ~~apply modern methods and principles of general dentistry and dental surgery including its preventive aspects~~ provide adequate clinical records review of patients' treatments; ensure adherence to established clinical policies and procedures; provide clinical instruction; plan, organize, and direct the work of a group of professional and ancillary dental personnel; estimate future requirements for dental equipment and supplies; coordinate the dental program with other institutional programs; keep records and prepare reports; effectively contribute to the Department's affirmative action objectives and effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.

SPECIAL PERSONAL REQUIREMENTSBOTH ALL LEVELS:

Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; tact; patience; emotional stability; alertness; and keenness of observation.

SPECIAL PHYSICAL REQUIREMENTSBOTH ALL LEVELS:

Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.

CLASS HISTORY

<u>Class</u>	<u>Date Established</u>	<u>Date Revised</u>	<u>Title Changed</u>
Dentist, Correctional Facility	6/15/93	--	--
<u>Supervising Dentist, Correctional Facility</u>		--	--
Chief Dentist, Correctional Facility	6/15/93	--	--



(Cal. 06/05/07)

**MEMO TO** : STATE PERSONNEL BOARD

**FROM** : TERRY SILVA, Acting Chief, Merit Employment and  
Technical Resources Division

**SUBJECT** : Staff Calendar Items for Board Information

**NONE PRESENTED**